



COMPENSATION & BENEFITS

ANNUAL SALARY – \$132,916 — \$201,179

This position is subject to the provisions of the County Management Appraisal and Performance Plan (MAPP). The salary range for this position is MAPP Range 16. The successful candidate may be appointed to any salary within the range, depending on qualifications.

BENEFITS PLAN – The County of Los Angeles provides an excellent benefits package that allows employees to choose benefits that meet their specific needs. The package includes:

- **Retirement Plan** – The successful candidate may choose either a contributory or non-contributory defined benefit plan. It should be noted that county employees DO NOT pay into Social Security, but do pay the Medicare Hospital Insurance Tax (HIT) portion of Social Security at a rate of 1.45%. The Los Angeles County Employee Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.
- **MegaFlex Benefits Plan** – Benefits may be purchased from the MegaFlex Cafeteria Benefits Plan using a tax-free County contribution of an additional 14.5% or 17% of the employee's monthly salary. Any portion of the County contribution not used to purchase benefits is given to the employee as taxable income. Benefits available within the MegaFlex Benefits Plan include medical, dental, disability, life and AD&D insurance. (Not applicable to County employees who are currently in Flex.)
- **Non-Elective Days** – 10 days per year with the option to buy 1 to 20 elective annual leave days. Annual leave days may be used for vacation, sick or personal leave.
- **Flexible Spending Accounts** – Employees may contribute up to \$400 per month tax-free to Health Care and Dependent Care Spending Accounts. The County contributes \$75 per month to the Dependent Care Spending Account.
- **Savings Plan (401k)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.
- **Deferred Compensation Plan (457)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.
- **Holidays** - 11 paid days per year.



Invites Resumes for Senior Deputy Director, Children & Family Services (Unclassified)



Filing Period

March 9, 2012—Until the Position is Filled

THE COUNTY OF LOS ANGELES

With a population of more than 10 million people, the County of Los Angeles has more residents than any county in the nation, and within its boundaries are 88 cities. It is rich in cultural diversity and home to world-renowned museums, theaters, the nation's motion picture industry, major universities, and numerous five-star restaurants. The mountains, deserts, and the beautiful Pacific Ocean, along with some of the world's finest urban recreational attractions, are freeway close.

The County of Los Angeles is governed by a five-member Board of Supervisors who are elected on a non-partisan basis and serve four-year terms. As the governing body, the Board of Supervisors (Board) serves as both the executive and legislative authority of the largest and most complex county government in the United States. There are seven appointed positions (Auditor-Controller, Chief Executive Officer, Chief Probation Officer, County Counsel, Director of Children and Family Services, Executive Officer of the Board of Supervisors, and Fire Chief) that report directly to the Board. The remaining 26 department heads report to the Chief Executive Officer. There are also three elected officials (Assessor, District Attorney, and Sheriff), for a total of thirty-six (36) major administrative units or departments that currently serve the needs of the county's residents.

In fiscal year 2011-12, the County has an annual budget in excess of \$24 billion and funding for over 100,000 positions to serve its diverse population.



THE DEPARTMENT OF CHILDREN & FAMILY SERVICES

Established in 1984, the Los Angeles County Department of Children and Family Services (DCFS) is the public agency charged with ensuring that children grow up safe, physically and emotionally healthy, educated and in permanent homes. DCFS works to ensure that all children have a connection to family, friends, schools and neighborhoods and provides services to children and their families when they are at-risk due to actual or potential child abuse, abandonment, neglect or exploitation.

The average daily caseload of about 45,500 active cases is administered by the DCFS through 18 offices located throughout Los Angeles County including metropolitan Los Angeles, the Antelope Valley, San Gabriel Valley, San Fernando Valley and the South Bay area. The department maintains a culturally diverse workforce and serves a culturally diverse county and communities. The DCFS had an annual budget of more than \$1.8 billion and funding for approximately 7,300 positions.

THE POSITION

This unclassified position is responsible for the overall administration of a major segment, including administrative and operational bureaus, of the Department of Children and Family Services. The position is distinguished by its executive authority and administrative responsibility in planning, evaluating, and directing the day-to-day operations of the department, with a particular emphasis on administration, finance, human resources, information technology, contracts, and strategic planning.

KEY RESPONSIBILITIES

- Provides direction through subordinate managers in areas of strategic management including resource management, out-of-home care, and youth development.
- Provides direction through subordinate managers in fiscal operations, revenue enhancement, human resources, policy and organizational development, and contract administration.
- Provides direction through subordinate managers in information systems, administrative support, and information security.
- Provides direction to subordinate managers on the preparation of position papers and reports for the Director and Chief Deputy, including reports to local, state and federal agencies, committees, private agencies, and commissions.
- Participates with executive staff in budgetary, organizational, legislative, employee relations, and other administrative functions within the department.
- Represents the Department at public meetings and hearings, interprets programs and policies to the media, and maintains liaison with other jurisdictions.

EXPERIENCE & EDUCATION

MINIMUM REQUIREMENTS:

A Bachelor's degree in public administration, business administration, social work or a related social science from an accredited college or university **and** a Master's degree in public administration, business administration, social work, or a related social science from an accredited college or university **or** a Juris Doctorate from an accredited college or university,

-AND-

Five (5) years of responsible management experience in the field of social services, directing, through subordinate managers, major segments of a human services agency. At least 2 years of this experience must include responsibility for directing multiple major administrative support functions such as finance, contract administration, or human resources. Two additional years of responsible management experience may be substituted for the advanced degree.

LICENSE: A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

DESIRABLE QUALIFICATIONS

- Demonstrated knowledge of strategic administrative and operations planning techniques and practices.
- Demonstrated experience in the application of performance-based management techniques.
- Demonstrated knowledge of the principles and practices of contract management.
- Demonstrated knowledge of the principles of human resources management and labor relations.
- Demonstrated ability to work effectively with public officials, legislative bodies, community groups, private and non-profit agencies, departmental clients, stakeholders, and the public.

TO BE CONSIDERED

Please submit a resume, cover letter, record of accomplishments, and current salary. Materials received by March 27, 2012, will receive first consideration. Electronic submittals are preferred.

Please submit your resume to the following e-mail address:
ExecutiveRecruitment@hr.lacounty.gov

Please be sure to indicate the position title **Senior Deputy Director, Children and Family Services** in the subject line of your e-mail.

Confidential inquiries welcomed to:

LAZARO GONZALEZ

Phone: (213) 974-2786
e-mail: lgonzalez@hr.lacounty.gov
Fax: (213) 613-4773



County of Los Angeles
Department of Human Resources
Executive Services Division
500 W. Temple Street, Room 555
Los Angeles, CA 90012

**This announcement may be downloaded from the
County of Los Angeles Website at:**

<http://hr.lacounty.gov>

Pursuant to State and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.

The County of Los Angeles is an Active Equal Opportunity Employer